

# RALSTON AVENUE CORRIDOR STUDY

---

## Revised Phase III - Capital Improvement Program

Based on the analysis, recommendations, and community input, we will develop a Capital Improvement Program (CIP) for Ralston Avenue. The key CIP tasks will include:

### 3.1 Project Management and Meetings

- 3.1.1 This task includes items such as monthly status reports of progress and expenditures to accompany invoices, project schedule review and update, and management of project team and subconsultants.
- 3.1.2 A kick-off meeting will be scheduled with City staff to introduce team members, review the scope and schedule, and discuss available City information that can be provided to assist the effort.
  - 3.1.2.1 The W-Trans team will develop a data request list that includes at least the following anticipated items:
    - 3.1.2.1.1 Survey benchmark and monument information for the locations described in Tasks 3.3 and 3.4
    - 3.1.2.1.2 High resolution aerial photography for the entire corridor
    - 3.1.2.1.3 As-Built plans for the entire length of Ralston Avenue
    - 3.1.2.1.4 An electronic copy of the FY 2015 Capital Improvement Program document in native format (MS Word and/or MS Excel)
    - 3.1.2.1.5 Construction bid summaries and other cost summaries from recent and similar projects in Belmont
- 3.1.3 Progress meetings and stakeholder meetings will be scheduled, up to the budget resources allocated to this task. These meetings will allow engagement with staff, decision makers, stakeholders and the community. Particular stakeholder engagement will focus on Carlmont Shopping Center and NDNU. This proposal assumes no more than three stakeholder meetings will be required.

*Deliverables:*

- Data Request*
- Monthly Status Reports*
- Meeting Minutes*
- General Coordination*

### 3.2 Develop 30% Plans and Estimates documents that illustrate the location of CIP projects.

- 3.2.1 The W-Trans team will utilize as-built plans and GIS-based applications to the fullest extent possible. These documents are intended for planning use only and will not be suitable for construction until more detailed plans are developed.

# RALSTON AVENUE CORRIDOR STUDY

---

3.2.2 Mapping of the complete corridor will be expanded from the aerial photograph base mapping included in the Ralston Avenue Corridor Study and Improvement Plan Final Report (W-Trans, August 2014) to include right-of-way lines from the City's GIS database and topographic survey in Twin Pines Park for the bike path extension.

3.2.3 Layout plan sheets will be prepared for the portion of the corridor between US-101 and Alameda de las Pulgas with two strips per sheet at a scale of 1" = 20', and the portion between Alameda de las Pulgas and State Route 92 at a scale of 1" = 50'. Recommendations will be drawn in construction plan format, with existing improvements shown in faded gray lines near conforms and with new recommendations and proposed improvements shown in dark solid lines. Proposed improvements will be labeled in typical format used for construction documents. Existing improvements more than 20' away from new recommendations will appear in the aerial photo base only, without added line work.

3.2.4 City comments on the Draft submittal will be incorporated into the Final submittal.

*Deliverables:*        30% P & E  
                              Title Sheet  
                              12 sheets of Layout Plans  
                              Up to 3 Detail Sheets

3.3 Focused design work will be completed at one specific location along the corridor where right-of-way may be required or where topographic survey may add extra detail and costs.

3.3.1 College of Notre Dame entrance – Right-of-way records will be researched to determine exact limits of public right-of-way and needed additional right-of-way. Field measurements will be taken to locate existing entrance features that may need to be removed or relocated to construction the proposed roundabout.

3.3.2 City comments on the Draft Submittal will be incorporated into the Final Submittal/CIP Report.

*Deliverable:*        Focused Design 30% P & E  
                              Up to 8 Detail Sheets

3.4 Twin Pines Park Connection Feasibility. W-Trans will investigate the feasibility of two options to connect a path from Twin Pines Park to Ralston Avenue. The first option uses an existing pathway from an opening in the fence along the south side of Ralston Avenue located approximately 120 feet east of South Road, and the existing path to the Park. It also requires a path along ~~the~~ 120' of Ralston Avenue. The second option uses a new path that would connect from the parking lot directly to the Ralston Avenue/South Road intersection. The feasibility analysis includes examination of grades, design guidelines, ADA requirements, possible design exceptions that will be needed (if any) and constructability. Following the determination of feasibility, consideration can be given to optional Task 3.89.1.

*Deliverable:*        Twin Pines Park Feasibility Memo

## RALSTON AVENUE CORRIDOR STUDY

---

- 3.5 Carlmont Shopping Center Circulation Plan. W-Trans will prepare a draft circulation plan for Carlmont Shopping Center. To develop the plan, additional peak hour data at shopping center driveways will be collected, to get a sense of traffic volumes and directionality. The circulation plan will be developed in cooperation with City staff and representatives from the shopping center. Following plan development, consideration can be given to optional Task 3.9.2.

*Deliverable: Carlmont Shopping Center Circulation Plan*

- 3.6 Develop a project timeline (phasing plan) to indicate when projects will be required. The timeline will start with schedule assumptions from the Ralston Avenue Corridor Improvements Plan and enhance that schedule with detailed schedules from Tasks 3.2 and 3.3. The schedules for major projects (Task 3.3) will be split into appropriate major phases such as right-of-way acquisition, environmental review, design, and construction. Note that this budget assumes all environmental studies will be completed by others as part of the General Plan update.

*Deliverable: CIP Project Phasing Plan Schedule*

- 3.7 Grant Application Assistance. This will include assisting City staff with development of one grant application. It is assumed City staff will provide grant application data and support letters. The project team will provide the narrative and benefit cost analysis.

*Deliverable: Grant Application Supporting Materials*

- 3.8 Capital Improvement Program Report, based on Tasks 3.1 – 3.3. We have assumed delivery of one version of the CIP report. The report will be formatted as a brief report with supporting attachments in the format of the City of Belmont Capital Improvement Program.

*Deliverable: CIP Report (pdf version only). The CIP Report will include:*

- *Project Descriptions in CIP format*
- *Project Phasing Plan Schedule*

### **OPTIONAL TASKS (not included in fee proposal)**

- 3.9 Additional focused design work:

- 3.9.1 Twin Pines Park – Following the determination of feasibility of the path connection, design work will include study of two options to connect a path from Twin Pines Park to Ralston Avenue. The 30% P, S & E will include cross section surveys of the potential alignments for the bike path, and 30% design of the path so that it conforms to design guidelines and ADA requirements.
- 3.9.2 Southeast corner of Alameda de las Pulgas intersection – Following the circulation analysis and coordination with Carlmont Shopping Center on a preferred plan, 30% P, S & E will be developed. This includes right of-way records research to determine exact limits of public right-of-way and needed additional right-of-way to widen the eastbound departure lane to add a bicycle lane and extend the second eastbound vehicle lane to the east driveway of the market.

## **RALSTON AVENUE CORRIDOR STUDY**

---

3.10 Traffic Signal and TMC Enhancements. Summarize work being done by the Smart Corridor and MTC PASS programs. Optional additional support can be provided under this task upon request, and provided following receipt of a written contract amendment.

# Ralston Corridor Phase 3 (CIP Scope 4-16-15)

## W-Trans Fee Estimate

HOURS BY STAFF MEMBER													
Task	Dalene Whitlock	Steve Fitzsimons	Mark Spencer	Zack Matley	Assoc Eng	Assist Eng	CAD Designer	Intern	Admin	BKF	Alta	Misc	Total Hours
3.1 Project Management and Meetings	0	37	18	0	0	19	0	0	0	\$825	\$0	\$1,100	74
3.2 30% Plans & Estimates	13	54	7	0	214	83	321	131	24	\$0	\$0	\$200	847
3.3 Focused Plans & Estimates at NDNU Entrance	0	11	0	19	0	0	0	0	0	\$16,882	\$0	\$64	30
3.4 Twin Pines Park Connection Feasibility	0	10	2	0	0	0	0	0	1	\$14,729	\$0	\$0	13
3.5 Carlmont Shopping Center Circulation Plan	6	0	16	0	0	14	0	0	4	\$0	\$0	\$2,170	40
3.6 Project Timeline/Phasing Plan	0	4	0	0	0	12	0	0	4	\$0	\$0	\$0	20
3.7 Grant Application Assistance	0	0	4	0	0	0	0	0	0	\$0	\$5,000	\$0	4
3.8 CIP Report	0	10	0	0	0	0	8	8	4	\$0	\$0	\$0	30
	19	126	47	19	214	128	329	139	37	\$32,436	\$5,000	\$3,534	1,058

  

FEE AT HOURLY RATES INDICATED													
Task	\$230	\$205	\$220	\$180	\$120	\$95	\$95	\$55	\$90	BKF	Alta	LS	TOTAL
3.1 Project Management and Meetings	\$0	\$7,585	\$3,960	\$0	\$0	\$1,805	\$0	\$0	\$0	\$825	\$0	\$1,100	\$15,275
3.2 30% Plans & Estimates	\$2,990	\$11,070	\$1,540	\$0	\$25,680	\$7,885	\$30,495	\$7,205	\$2,160	\$0	\$0	\$200	\$89,225
3.3 Focused Plans & Estimates at NDNU Entrance	\$0	\$2,255	\$0	\$3,420	\$0	\$0	\$0	\$0	\$0	\$16,882	\$0	\$64	\$22,621
3.4 Twin Pines Park Connection Feasibility	\$0	\$2,050	\$440	\$0	\$0	\$0	\$0	\$0	\$90	\$14,729	\$0	\$0	\$17,309
3.5 Carlmont Shopping Center Circulation Plan	\$1,380	\$0	\$3,520	\$0	\$0	\$1,330	\$0	\$0	\$360	\$0	\$0	\$2,170	\$8,760
3.6 Project Timeline/Phasing Plan	\$0	\$820	\$0	\$0	\$0	\$1,140	\$0	\$0	\$360	\$0	\$0	\$0	\$2,320
3.7 Grant Application Assistance	\$0	\$0	\$880	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0	\$5,880
3.8 CIP Report	\$0	\$2,050	\$0	\$0	\$0	\$0	\$760	\$440	\$360	\$0	\$0	\$0	\$3,610
	\$4,370	\$25,830	\$10,340	\$3,420	\$25,680	\$12,160	\$31,255	\$7,645	\$3,330	\$32,436	\$5,000	\$3,534	\$165,000